

**Faculty Executive Committee Meeting**  
**February 25, 2020**  
**3 pm S-316**  
**Tentative Agenda**

1. Approval of Agenda
2. Approval of Minutes 1-28-20 meeting –**Ted Rosen**
3. Treasurer’s Report: Faculty Account –**Margot Edlin**
4. Faculty Website: Status Report –**Marvin Gayle**
5. Chairperson’s Report –c/o **Margot Edlin**

UPDATES:

- B-Tech-current status-report requested-not yet received
- WI recertification- role of Senate committee and role of department chairpersons and governance-report meeting of FEC Chair with QCC OAA on 2-10-20--
- FACULTY GOVERNANCE LEADERS EVENTS: TENTATIVE CALENDAR 2019-2020-see attached
- Criteria for Tenure and Promotion and Online Degrees-Need for clear Statement from FEC -- **VOTE NEEDED**
- Faculty Travel Funds- items eligible for reimbursement--Faculty Travel Funds from PSC CUNY CBA
- Middle States Team Report: Recommendations and Suggestions--Assessment of Governance

6. Faculty Leadership Development Program- Request to President Timothy Lynch –**President** “ supports leadership lunch but wants to avoid blank check -- let's send him proposed numbers of attendees and proposed date(s) when we can.” Steven Dahlke

7. Faculty must now produce their ID cards to enter the Library and there is only one exit

8. A faculty member has expressed concern about the Q30 bus stop on 56th Avenue. There are no orderly

9. Faculty Meeting -- Planning for March 25, 2020 Rooms, Tables, Chairs and Cuisine Decision-**Alicia Sinclair**  
QCC Faculty Meeting, Spring 2020 on March 25, 2020

The Academic Senate sub-committee of the Steering Committee on Accessibility Issues Proposes a presentation on Student Support Service and Contacts

A panel presentation

Topics : Faculty issues

- Support for faculty pedagogy – how to make sure we are ADA compliant
- Student accommodations and faculty being compliant – what do faculty need to know?
- Make ADA compliant information easily accessible to all faculty – i.e., universal design
- Incentive for faculty on taking Accessibility Course/workshops/seminars on accessibility issues – tie it with GDL
- Requesting tools to make your course accessible
- Creating programs (dance) that accommodates all bodies

10. Faculty Survey –Spring 2020 Items for Faculty Handbook—ends 2-29-20

11 Faculty Voting run by the FEC for SP20 -**Cheryl Spencer**

UFS Delegate vote

Vote on QCC Faculty Bylaws

Voting in Spring 2020-FEC- ARC-AFC-UFS-CLT-Fund Boards

11. Update on FEC related Academic Senate Actions:

- Anti Bullying- Academic Senate adopted a referral to Special Committee with an FEC representative

- Ombudsman-no action as yet
- Old Business

## 12. New Business

**Faculty Executive Committee Meeting**  
**January 28, 2020**  
**3:05 pm - 4:25 pm in S 316**  
**Minutes**

**Faculty Executive Committee (“the Committee”) Members Present:** Philip Pecorino (hereafter referred to “the Chair” or “the Chairperson”) Edmund Clingan, Margot Edlin, Marvin Gayle, Ted Rosen, Alicia Sinclair and Cheryl Spencer

The Chairperson called the meeting to order at 3:05 pm.

1. Proposed Agenda
2. The proposed agenda was approved.
  
3. The minutes from the Committee’s meeting of November 26, 2019 were approved by a vote of 6 to 0 with Marvin Gayle abstaining.
  
4. Treasurer’s Report - The Treasurer, Margot Edlin, presented the Treasurer’s Report, a copy of which is attached hereto and made a part hereof as Attachment A.
  
5. Faculty Website: Status Report – Marvin Gayle reported that the website is up to date.
  
6. Chairperson’s Report –
  
7. The Chairperson presented the Chairperson’s Report as follows:

Updates:

- Email restoration progress report – The Chairperson met with the President on January 22<sup>nd</sup>. There has been no progress on obtaining access to the department lists.
  
- Academic master planning process - The Chairperson reported that the academic master planning process is in progress. The Chairperson reported that he is on the curriculum working group. There will be open forums this semester for input from the faculty. This will be a five year master plan.
  
- B-Tech – current status report requested – The Chairperson reported that a current status report on B Tech has been requested but has not yet been received. The Chairperson brought up the matter to the President and he advised he is also waiting for the report.
  
- WI recertification – role of Senate committee and role of department chairpersons and governance – report requested - The Chairperson had previously reported that he had sent a request to the Chair of the Academic Senate WID-WAC Committee for information as to what that committee will be doing. The Committee had previously decided to hold off further action on this matter at this time.
  
- Massage Therapy Program and interdepartmental matters – It was stated that this matter has been quiet.
  
- QCC Faculty Governance Leaders Events Tentative Calendar for 2019 - 2020 - The revised QCC Faculty Governance Leaders Events Tentative Calendar for 2019-2020 was attached to the agenda.
  
- Criteria for Tenure and Promotion and Online Degrees – Need for clear Statement from the Committee –

- It was discussed that faculty members are free to pursue an online degree, but they should pursue such a degree from an accredited institution. The Chairperson will draft a letter to the faculty regarding such standard.
- Faculty Travel Funds – items eligible for reimbursement. There was discussion as to whether faculty travel funds could be used to pay for conference registration fees. The Chairperson stated that it is necessary to get in writing a statement of what expenses are covered.
- Middle States Team Report: Recommendations and Suggestions - - Assessment of Governance – The Chairperson reported that there has been no activity on this matter.

8. Faculty Leadership Development Program – The Chairperson reported that he will look into the status of this matter.

9. Faculty Meeting – Planning for the March 25, 2020 faculty meeting. There was discussion of the arrangements for the meeting. Alicia Sinclair has reserved a room in which the faculty could eat. There was discussion of the cuisine to be served at the meeting.

10. Faculty Survey – Spring 2020 Items for Faculty Handbook. The Chairperson sent it to us. The Committee’s webmaster, Marvin Gayle is working on it.

11. Faculty Voting run by the FEC for Spring 2020 - There was discussion of faculty voting being run by the Committee during the Spring 2020 semester. The first election will be for the Chairperson of the Committee. There will also be a vote on whether to approve amendments to the faculty by-laws. It was discussed that 225 faculty members are required to vote to approve these amendments. It was then discussed and agreed that the voting on the by-laws amendments would be held after the March 25, 2020 faculty meeting so that at the meeting the faculty in attendance would be urged to participate in the voting on the proposed by-law amendments. It was discussed that three reminders will be sent out to faculty to remind them to vote. It was also discussed that the election for the FEC members will take place in March. It was also discussed that there will be voting for membership on the ARC this year, but not for the AFC this year. There will also be voting for membership on the Fund Boards.

12. Update on FEC related Academic Senate Actions:

- Anti-Bullying – Academic Senate adopted a referral to a Special Committee with an FEC representative – It was discussed that the Academic Senate had previously called for a Special Committee to be established. The work of this Special Committee is proceeding.
- Ombudsman – It was discussed that the issue of whether or not to have an ombudsman is being reviewed by the President who is inquiring as to how such an ombudsman is working on those campuses that have such an ombudsman. It was mentioned that the proceedings involving an ombudsman are confidential and that the ombudsman may serve as a go-between on referral. It was mentioned that the Steering Committee of the Academic Senate may bring this matter to the Senate by May.

13. Old Business:

14. There was no additional old business discussed.

15. New Business:

- There was discussion concerning the new medical wellness fee that students will be paying. The fee will be \$120.00 per student per semester and is intended to finance such things as expanded health center hours and food insecurity programs.

The meeting adjourned at 4:25 pm.

Respectfully submitted,

Ted Rosen, Secretary

**Treasurer's Report  
Faculty Association Account**

<b>Date</b>	<b>Description</b>	<b>Amount: Checking</b>	<b>Amount: Money Market</b>	<b>Balance: Checking</b>	<b>Balance: Money Market</b>
9/20/19	Reimbursement to Marvin Gayle: SurveyMonkey	\$276.00			
9/23/19	Dues deposit	\$20.00			
10/2/19	Dues deposit	\$260.00			
10/3/19	Dues deposit	\$30.00			
10/5/19	Dues deposit	\$270.00		<b>\$2,249.18</b>	
10/7/19	Dues deposit		<b>\$110.00</b>		<b>\$6,919.33</b>
10/11/19	Reimbursement to Margot Edlin: Faculty Meeting luncheon	\$870.00		<b>\$1,629.18</b>	<b>\$6,049.99</b>
10/13/19	Deposit Dues	\$80.00		<b>\$2,079.18</b>	<b>\$6,129.99</b>
10/21/19	Deposit Dues	\$70.00			
10/25/19	Deposit Dues	\$200.00			
10/29/19	Deposit Dues	\$100.00			
11/6/19	Deposit Dues	\$240.00			
11/12/19	Deposit Dues	\$90.00			
	<b>Current Balance</b>			<b>\$1,510.68</b>	<b>\$6991.92</b>
	<b>Total Balance</b>				<b>\$8,502.60</b>

**November 26, 2019**

Respectfully submitted,  
Margot Edlin  
Treasurer

Tuesday October 29, 2019

Submitted by Margot Edlin, Treasurer

Current Balance: \$8,502.60

<b><u>Administration:</u></b>	<b><u>Art &amp; Design</u></b> Mauro 18/19 Tekleab 18/19 Tudor 18/19 Wentrack 20/21	<b><u>Library</u></b> Chan 20/21 <b>Galvin 19/20</b> Jia 20/21 Wengler 19/20 Williams 20/21	<b><u>Music</u></b> Berkhout 18/19 Chang 22/23 Dahlke 20/21 Litroff 18/19
<b><u>History</u></b> Clingan 24/25 Hall 19/20 Pearl 21/22 Tai 19/20 Van Cleef 19/20 Van Els 19/20 <b>Visoni 18/19</b>	<b><u>Engineering Technology</u></b> Asser 19/20 Birchfield 19/20 Gayle 27/28 Lam 20/21	<b><u>Counseling</u></b> Capozzoli 18/19 Dozier 19/20 Fletcher-Anthony 21/22 Urcioli 21/22	<b><u>Physics</u></b> Cheung 20/21 Depihawala 18/19 Holden 18/19 Kokkinos 19/20 <b>Lieberman 20/21</b> Marchese 19/20 Riegel 21/22
<b><u>Business:</u></b> Ford 20/21 Francis 20/21 Goldbaum 19/20 Hammel 29/30 Katz 20/21 Kolios 19/20 Masterson 19/20 Manzo 28/29 Moran 19/20 Murolo 19/20 Pace 19/20 Rosen 19/20 Sarkar 23/24 Ulrich 19/20 Volchok 20/21	<b><u>English</u></b> Anderst 19/20 Bateman 20/21 Bogacka 18/19 Byas 20/21 Carroll 18/19 Cercone 21/22 Che 19/20 Cifone 20/21 Cimino 19/20 Counihan 20/21 Darcy 19/20 Denbo 22/23 Diaz 19/20 Dupre 20/21 Edlin 20/21 Ford 19/20 Fragopoulos 19/20 Hock 19/20 Humphries 20/21 Jacobowitz 21/22 Katz 22/23 Kuszai 18/19 Lane 19/20 Lago 18/19 Lau 18/19 <b>Maloy 21/22</b> McAlear 18/19 Miller 19/20 Murley 20/21 Murray 19/20 O'Donnell 22/23 Reesman 19/20 Ridinger-Dotterman 20/21 Rochford 18/19 Rothman D. 19/20 Rothman T. 21/22 Shaheen 18/19 Shimkin 19/20 Schrynemakers 20/21 Schwartz 18/19 Sexton 20/21 Talbird 19/20 Tarafdar 20/21 Toohy 18/19	<b><u>Social Sciences</u></b> Alimaris 19/20 Cipriani-Sklar 19/20 <b>Culkin 19/20</b> Gilleaudeau 25/26 Goldhammer 20/21 Honey 20/21 Jankowski 22/23 Kincaid 20/21 Manfra 19/20 Pecorino 27/28 Pelletier 19/20 Peller 19/20 Poulsen 18/19 Roberston 18/19 Saindon 19/20 Traver 20/21	<b><u>Nursing</u></b> Byfield 20/21 Campbell 19/20 Colalillo 21/22 Cupelli 22/23 Franzese 20/21 <b>Menendez 20/21</b> Molloy 21/22 Nelán 22/23 Pecinka 20/21 Prepetit 20/21 Rosa 18/19 Riehurt 18/19 Soto 20/21 Spencer 19/20 Stroehlein 18/19 Tarasko 18/19 Weber 18/19

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Respectfully submitted,  
Margot Edlin  
Treasurer

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11/6/19	Deposit Dues	\$240.00			
11/12/19	Deposit Dues	\$90.00			
12/19	Deposit Dues	\$110.00		<b>\$1,614.01</b>	
	<b>Current Balance</b>			<b>\$1,614.01</b>	<b>\$6993.67</b>
	<b>Total Balance</b>				<b>\$8,607.68</b>

**Treasurer's Report**  
**Tuesday January 28, 2020**  
**Submitted by Margot Edlin, Treasurer**  
**Current Balance: \$8,607.63**

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**FACULTY GOVERNANCE LEADERS EVENTS: TENTATIVE CALENDAR 2019-2020**

<b>FEC Meetings</b>	<b>Academic Senate</b>	<b>PSC Meetings</b> EC 3-4pm GEN 12-2 Oakland	<b>QCC General Faculty Meeting</b>	<b>Department Chairs</b> <b>Meet alone</b>	<b>Department Chairs with Provost</b>	<b>CAPC Meetings</b> <b>A-502D 3pm</b>
<b>Fourth Tuesdays</b> <b>3-5pm</b> S316	<b>Second Tuesdays</b> <b>3-5pm</b> M-136	<b>EC and Chapter General Mtgs</b>	<b>Wednesday 12-2pm.</b> M-136	<b>Second Tuesdays</b> 2-3pm	<b>First Tuesdays</b> 3-5pm	
<b>August 27</b>						
<b>September 24</b> w/President	<b>September 10</b>	Sept 17 EC		<b>September 10</b>	<b>Sept 3</b>	<b>Sep 18</b>
<b>Oct 22</b>	<b>Oct 15</b>	Oct 2 Chap mtg Oct 29 EC	<b>Oct 23</b>	<b>Oct 15</b>	<b>Oct 1</b>	<b>October 16</b>
<b>Nov 26</b>	<b>Nov 12</b>	Nov 19 EC Nov 20 Chapter		<b>Nov 12</b>	<b>Nov 5</b>	<b>November 13</b>
<b>Dec 24</b> No mtg	Dec 10	Dec 17 EC		Dec 10	<b>Dec 3</b>	<b>December 18</b>
<b>Jan 28</b>						
<b>Feb 25</b>	Feb 11	Feb 18 EC Feb 26 Chapter		Feb 11	<b>Feb 4</b>	<b>February 19</b>
<b>Mar 24</b> w/President	Mar 10	Mar 17 EC	<b>Mar 25</b>	Mar 10	<b>Mar 3</b>	<b>March 18</b>
<b>Apr 28</b>	Apr 21	Apr 7 EC Apr 29 chapter		Apr 21	<b>Apr 7</b>	<b>April 15</b>
<b>May 26</b>	May 12	May 19 EC		May 12	<b>May 5</b>	<b>May 13</b>